

LAKE HAVASU CITY, ARIZONA

CLASS SPECIFICATION

CLASS TITLE: Utility Mechanic

BAND	GRADE	
NE	617	
DEPARTMENT: Varies	ACCOUNTABLE TO: Varies	FLSA STATUS: Non-Exempt
CLASS SUMMARY: Incumbents are responsible for performing skilled level work in the maintenance and repair of water/wastewater equipment. Duties include: performing maintenance on valves, centrifugal pumps, chlorinators, electric and hydraulic valves, blowers and fans; installing water meters; delivering cylinders of chlorine and preparing appropriate paperwork; assisting collection crew with vactor, flagging and sewer taps; and, maintaining the airport fire pump and water system.		
DISTINGUISHING CHARACTERISTICS: The Utility Mechanic is a stand alone classification. Utility Mechanics are distinguished from other utility classes by the responsibility for maintaining and repairing specialized water/wastewater equipment.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary. The job description does not constitute an employment agreement between the employee and the City and is subject to change as needs and job requirements change.)	FRE-QUENCY	
1.	Performs preventative maintenance on various equipment by lubricating pumps; servicing motors and generators, cleaning wet wells, maintaining water calibration, and chemical dispensers.	Weekly	
2.	Performs construction duties to include: framing, pouring concrete, lathing, applying stucco, roofing and painting.	Monthly	
3.	Operates light to heavy equipment such as wackers, back hoes, dump trucks, vactors, jet rodders, cranes and dewatering machines.	Varies	
4.	Installs and maintains electrical equipment such as lights, contacts, relays, wires and motors.	Daily	
5.	Performs plumbing activities by installing water heaters, sweat copper tubing, faucets, PVC fittings and sprinkler heads.	Monthly	

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6.	Assists the collection crew with vector, flagging and sewer taps; performs weekend operator duties by testing wells and collecting samples.	Annually	
7.	Fabricates piping by welding ductile iron and welding pipe ends.	Monthly	
8.	Performs maintenance activities by installing, servicing and maintaining various equipment such as water meters, pumps, well sites, booster stations, PRV stations, bridges, chlorinators, blowers, odor control towers, caustic pumps, airport fire pumps, water systems, ozone equipment, and pneumatic cylinders.	Daily	
9.	Picks-up and delivers various equipment such as cylinders of chlorine, and completes proper paperwork.	Daily	
10.	Performs other duties of a similar nature or level.	As Required	

Knowledge (position requirements at entry):

Knowledge of:

- Maintenance principles and procedures;
- Plumbing procedures;
- Electrical procedures;
- Construction procedures;
- Safety precautions.

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Skills (position requirements at entry):

Skill in:

- Maintaining and repairing equipment;
- Using mechanical tools;
- Reading and interpreting blue prints;
- Performing plumbing related activities;
- Performing electrical related activities;
- Operating various equipment;
- Using hand and power tools;
- Reading and interpreting blue prints such as schematics, wiring diagrams and symbols;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Training and Experience (position requirements at entry):

High School diploma or General Equivalency Diploma (G.E.D.) and two years of experience in the maintenance and repair of water/wastewater equipment; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (position requirements at entry):

Positions require:

- Valid Arizona Driver's License.

Positions will require the following certifications depending on assignment as follows:

Water Division

- Water Distribution or Treatment I Certification.

Wastewater Division

- Wastewater Collections or Treatment I Certification.

Positions may also require one or more of the following licenses depending on area of assignment:

- Confined Space/Training and Shoring Certification;
- Closed Circuit Television Certification;
- Valid State of Arizona Driver's License with Commercial Endorsement and/or Hazardous Materials Endorsement;
- Forklift Certification;
- Flagger's Certification;
- Hazardous Materials Certification;
- Boiler Operator Certification;
- Ozone Operator Certification.

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Physical Requirements:

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

Classification History:

Draft prepared by Human Resources/Risk Management

Date: 07/07

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